



## Human Resources

REVISED 07/14/2006

DATE POSTED: June 9, 2006

REQ. # 06-157

**NOTICE OF JOB OPENING**  
**ST. LUCIE COUNTY BOARD OF COUNTY COMMISSIONERS**  
**EQUAL OPPORTUNITY EMPLOYER**

**2300 Virginia Avenue Fort Pierce, Fl. 34982 – 5652**

**Telephone (772) 462-1546 Jobline (772) 462-1967**

**<http://co.st-lucie.fl.us>**

This position must be posted for at least five (5) working days from 06-9-2006 TO 06-15-2006, but will remain open until filled.

DEPARTMENT/DIVISION
<b>PARKS AND RECREATION- LINCOLN PARK COMM. CTR.</b>

POSITION AVAILABLE
<b>RECREATION SUPERVISOR III</b>

# OF OPENINGS
<b>1</b>

STARTING SALARY
<b>\$12.71 / hour</b>

COMMENTS
<b>Employee works at the Lincoln Park Community Center and creates and implements recreation programs. Oversees activities when the Center director is not working. Completes financial reports and other county paperwork. Some night and weekend work will occur. Occasionally, the employee may work on a holiday.</b>

VETERANS PREFERENCE
It is the policy of St. Lucie County to give preference to eligible veterans and spouses of veterans in appointment and retention in county employment positions in accordance with Chapter 295, Florida Statutes, and Chapter 22VP-1, Florida Administrative Code. Copies of Chapter 295 and Chapter 22VP-1 are available for review in the Human Resources Department.

**JOB CODE 654**  
**PAY GRADE 14**  
**SALARY: \$26,437.22 - \$40,341.39**  
**RECREATION SUPERVISOR III**

**MAJOR FUNCTION:** Specialized recreation work in the coordination of a segment of a recreation program in a specific area or park.

**KNOWLEDGE, ABILITIES, AND SKILLS NEEDED IN ORDER TO PERFORM THE ESSENTIAL JOB FUNCTIONS:**

**Knowledge:** Knowledge of the principles, practices and techniques of public recreation programs and the needs of all levels and age groups. Knowledge of the facilities and equipment required in both indoor and outdoor recreation activities.

**Abilities:** Ability to establish and maintain effective working relationships with the general public. Ability to demonstrate skill and leadership in various recreational activities.

**ESSENTIAL JOB FUNCTION:** Supervises the recreation activities of groups within an assigned area. Supervises such recreational activities as aquatics, playgrounds, parks, community centers, special activities, sports and athletics. Stimulates interest in recreational activities within the area through contacts and liaison with interested groups and individuals. Supervises, trains and evaluates the work of all paid and volunteer personnel of the assigned location. Participates in staff conferences with other supervisors in planning comprehensive recreation programs. Conducts staff meetings with subordinate personnel to discuss plans, programs and problems. Investigates and takes action on requests, suggestion or complaints concerning recreation services in the assigned area. Provides leadership by introducing new programs, equipment and facilities to staff members and the community. Requisitions equipment and supplies as needed. Responsible for inventory control of equipment and materials allocated in the area. Performs related work as required or assigned.

**ESSENTIAL PHYSICAL SKILLS:** Use of both hands and fingers with dexterity. Good vision and hearing with or without correction. Frequent walking and standing.

**ENVIRONMENTAL CONDITION REQUIREMENTS:** Outdoor working under adverse weather conditions of cold, heat, humidity and rain. Working in air-conditioned office.

**WORK HAZARDS:** Work around all types of machinery and motorized equipment. Exposure to chemicals and fertilizers.

**SAFETY EQUIPMENT USED OR NEEDED:** Safety glasses, protective clothing required where chemical/pesticides are used and items of protection commonly associated with the work hazards as listed above.

**EDUCATION:** Graduation from an accredited college or university with major course work in recreation or parks, physical education, health or closely related fields. A comparable amount of training and experience may be substituted for the minimum requirements.

**EXPERIENCE:** Two years paid supervisory experience in the administration of recreation and/or parks programs.

**LICENSE CERTIFICATION OR REGISTRATION:** Must have a valid Florida driver's license and maintain a good driving record.

Union	Non-Union ✓	Exempt ✓	Non-Exempt
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